

SPD - Civil Works Program and Budget Cycle - PROC7000

Response: Edit team will review and revise as necessary

Scope

This process provides guidance for development and submission of the budget for the U.S. Army Corps of Engineers Civil Works program. The process for a given fiscal year extends over a 21-month period. Therefore, budgetary actions among current CFY, CFY+1, and program year overlap.



- ~~Once PM does recommended plan, PgM fits project into ceiling, adjustments need to be made back to PM, and PM makes changes.~~ [OK to move it below – see LRD edited version]

Policy

EC 11-2-18x, Army Programs - Corps of Engineers Civil Works Direct Program - Program Development Guidance [<http://www.usace.army.mil/inet/usace-docs/eng-circulars/ec-cw.html>]

(Note: The EC increases by one number each fiscal year. The EC includes a list of all applicable public laws, Executive orders, Army regulations, Engineer Regulations, Engineer Pamphlets, Engineer Manuals, and other policy guidance relevant to the budget year under development.)

ER 5-1-11, U. S. Army Corps of Engineers Business Process

[<http://www.usace.army.mil/inet/usace-docs/eng-regs/er5-1-11/entire.pdf>]

ER 11-2-201, Civil Works Activities – Funding, Work Allowances, and Reprogramming

[<http://www.usace.army.mil/inet/usace-docs/eng-regs/er11-2-201/entire.pdf>]

Responsibility

The Project Manager is responsible for Response: See reworded master document.

- o Updating recommended plan cost or authorized project cost (i.e. fully funded cost estimate, project features, plans and specifications, pre-construction engineering and design, etc.)

The District Program Manager (PgM) is responsible for Response: See reworded master document.

- PgM fits project into ceiling, adjustments need to be made back to PM, and PM makes changes
- Integrating and developing the Civil Works annual budget request
- Preparing budget testimony

- Interfacing with Congressional committees
- Issuing program/project management policy and guidance
- Monitoring program management and performance

The MSC Program Manager is responsible for **Response: See reworded master document.**

The HQUSACE Program Manager is responsible for **Response: See reworded master document.**

System References

CEMRS Home Page[<http://www.usace.army.mil/inet/functions/rm/manpower/requirements/>]

Civil Works O&M Automated Budget System (ABS) Home Page[<http://www.cecer.army.mil/abs/default.asp>]

Civil Works Program and Budget Cycle – Capability Budget Development – PROC7010[PROC7010]

Civil Works Program and Budget Cycle – President’s Budget and OMB Submission – PROC7020[PROC7020]

Civil Works Program and Budget Cycle – Submission of President’s Budget to Congress – PROC7030[PROC7030]

Civil Works Program and Budget Cycle – Defense of President’s Budget – PROC7040[PROC7040]

Civil Works Program and Budget Cycle - Continuing Resolution Authority and Allotment – PROC7050[PROC7050]

Operating Budget – PROC6001[PROC6001]

PMP/PgMP Content – REF8005[REF8005]

Project Execution and Control – PROC3000[PROC3000]

Receipt of Funds – PROC1040[PROC1040]

Distribution

District Program Manager (PgM)*

Headquarters (HQUSACE) Program Manager (PgM)*

Major Subordinate Command (MSC) Program Manager (PgM)*

Ownership

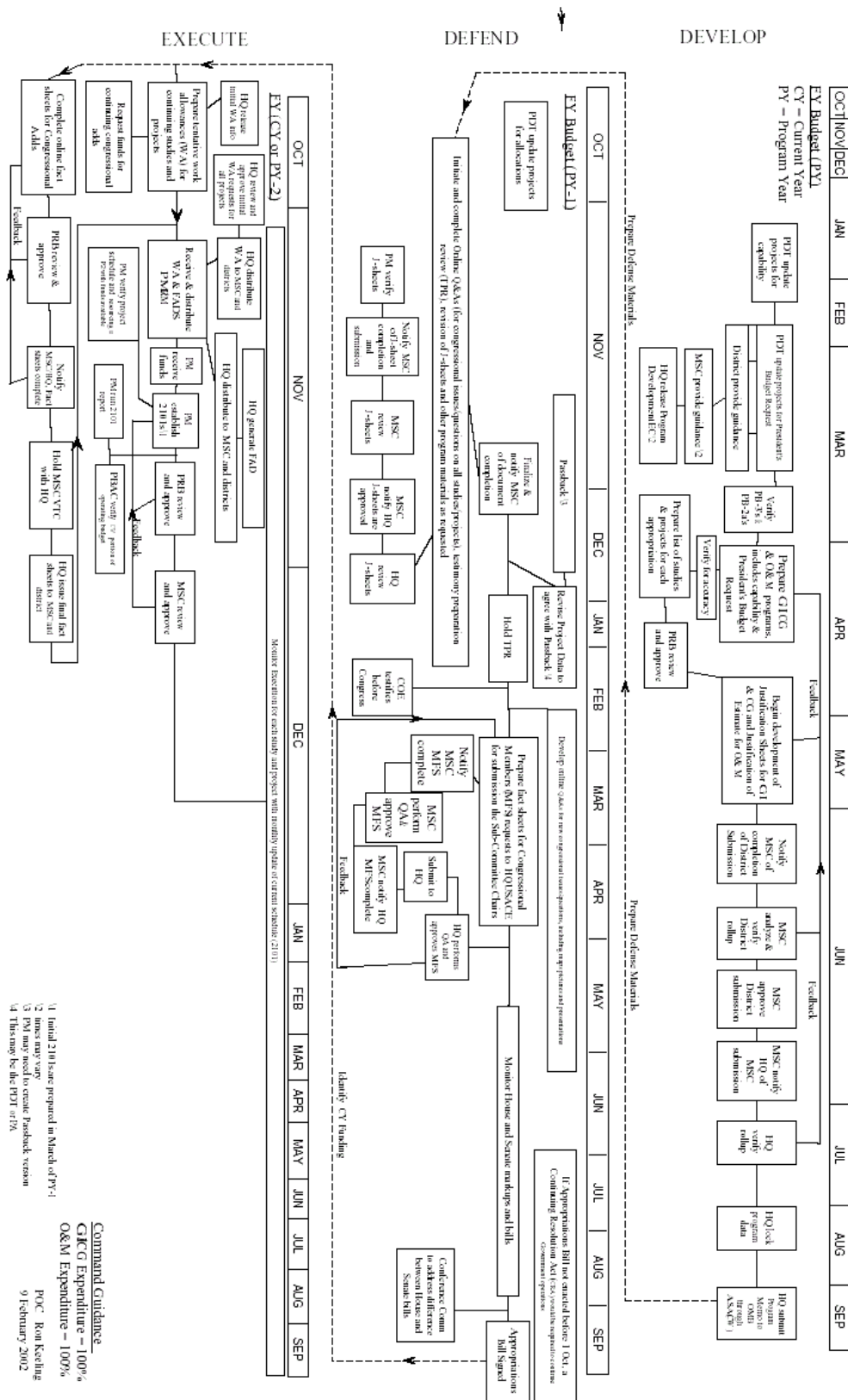
The BP/P2 Configuration Manager is responsible for ensuring that this document is necessary, that it reflects actual practice, and that it supports corporate policy.

Activity Preface

This process runs concurrently with the PDT processes. The level of detail defined in PMP/PgMP Content – REF8005[REF8005] will provide guidance for such items as activity/resource estimate development. Receipt of Funds – PROC1040[PROC1040] will involve the work allowance, as well as the Continuing Resolution Authority (CRA). A verification with the Operating Budget – PROC6001[PROC6001] is done once funds are received. Complete the program and budget cycle by continuing with Project Execution and Control – PROC3000[PROC3000].

An overview of the Civil Works budget cycle can be found in the following illustration.

Civil Works Program and Budget Process



Headquarters (HQUSACE)-Hq (CECW-B) Response: rejected. Will revisit military/environmental documents for consistency
Program Manager (PgM), Major Subordinate Command (MSC) Program Manager (PgM), District Program Manager (PgM)

1. Develop and integrate the program and budget guidance per the following general schedule:
 - Initial Activities (Start about 21 months before the beginning of the program year).
 - a. FEBRUARY - Initial OMB ceiling.
 - b. FEBRUARY OR EARLIER – Initiate preparation of Cost Estimates, including schedule and cost change requests . Preparation of draft field program for O&M projects.
 - c. MARCH/APRIL/MAY – Complete Cost Estimates. Preparation of draft field program and budgetary requirements and supporting justification.
 - d. MARCH/APRIL - HQUSACE (CECW-B) issues Program and Budget Engineer Circular (EC 11-2-xxx) guidance for major appropriations.
 - Initial Field Submission and HQUSACE Review.
 - a. MAY/JUNE - Field preparation, review and submission of alternative level programs. MSC ranking of O&M Budget packages.
 - b. JUNE/JULY/AUGUST - HQUSACE/OASA(CW) review and evaluation.
 - c. AUGUST - OMB may adjust ceiling and budget criteria.

Refer to Civil Works Program and Budget Cycle – Capability Budget Development – PROC7010[PROC7010]
 - HQUSACE Budget Allowance and OMB Submission.
 - a. AUGUST - HQUSACE advises Divisions and Districts of allowances to be used for presentation to OMB.
 - b. AUGUST - HQUSACE prepares and presents overall USACE budget summary to OASA(CW).
 - c. AUGUST/SEPTEMBER - Field preparation of supporting data to justify budget.
 - d. SEPTEMBER - Final OASA(CW) review.
 - e. OCTOBER - Transmittal of recommendations to OMB and OMB hearings and review.

Refer to Civil Works Program and Budget Cycle – President’s Budget and OMB Submission – PROC7020[PROC7020]

- OMB Budget Allowance (Passback).
 - a. NOVEMBER - OMB furnishes thru OASA(CW) to HQUSACE overall budget allowance for programs, studies, and projects.
 - b. DECEMBER - Preparation of the final budget submission in support of the OMB allowances.
- Congressional Submission.
 - a. DECEMBER/JANUARY - Final budget justification and other budgetary information are submitted to HQUSACE through the Division.
 - b. JANUARY/FEBRUARY - HQUSACE prepares additional supporting information on the USACE budget.
 - c. FEBRUARY - President submits his budget to Congress no later than the first Monday in February. HQUSACE furnishes detailed justifications and supporting data to the Congressional Committees.
 - d. DECEMBER/JANUARY/FEBRUARY - Districts, Divisions, and HQUSACE prepare additional information needed by the Division Commander, Director of Civil Works, Chief of Engineers, and ASA(CW) to defend the President's Budget request before Congress.

Refer to Civil Works Program and Budget Cycle – Submission of President’s Budget to Congress – PROC7030[PROC7030].

- Defense Before Congress.
 - a. FEBRUARY - Assistant Secretary of the Army (Civil Works) and Chief of Engineers (Policy Statements).
 - b. FEBRUARY - Division Commanders (Status Reports).
 - c. FEBRUARY - Director of Civil Works (Remaining Items).
 - d. MARCH/APRIL - Non-Departmental and Local Interests testimony (support and opposition).
 - e. JUNE - Senate Recall Testimony (Director of Civil Works), when scheduled (last time was in 1980).

Refer to Civil Works Program and Budget Cycle – Defense of President’s Budget – PROC7040[PROC7040].

- Appropriations Bill (Customarily originates in the House).
 - a. MAY - House Subcommittee on Energy and Water Development reports its recommendations to the Appropriations Committee.
 - b. JUNE - Committee makes recommendations to the full House.
 - c. JUNE - House Bill passed, possibly with floor amendments, and sent to the Senate.
 - d. JUNE - Senate Subcommittee on Energy and Water Development reports its recommendations to the Appropriations Committee.
 - e. JUNE/JULY - Committee makes recommendations to the full Senate and Bill is passed, possibly with floor amendments.
 - f. JULY - House and Senate Appropriations Committees meet jointly as the Committee of the Conference to resolve differences in their respective Bills.
 - g. JULY/SEPTEMBER - Conference Committee version of the Bill is presented to the full House and Senate for passage (amendments beyond Conference agreement not permitted).
 - h. JULY/SEPTEMBER - Congress sends Bill to the President for signature (President has ten days, excluding Sundays, to sign or veto... otherwise, Bill automatically becomes law).
- Allotments of Appropriated Funds.
 - a. OMB must apportion funds to HQUSACE 30 days after appropriation or 20 days before 1 October, whichever is later.
 - b. HQUSACE issues initial work allowances and allotments to Districts through the Divisions by 1 October (or later if appropriations and/or apportionments are late, which may constitute a continuing resolution (CRA) for which additional guidance is provided).
 - c. Throughout the fiscal year, program execution schedules and funding requirements are developed, monitored, and adjusted as needed.
 - d. Program execution performance is briefed to the Chief of Engineers at the quarterly Command Management Reviews (CMR), attended by Division commanders.

Refer to *Civil Works Program and Budget Cycle - Continuing Resolution Authority and Allotment – PROC7050[PROC7050]*.

End of activity.

Civil Works Program and Budget Cycle - PROC7000

